



Hawai'i State Foundation on Culture & the Arts
Artists in the Schools Program
Residency Grant Information
2011-2012

ARTS RESIDENCY GRANT APPLICATION INFORMATION



TITLE:	Hawai'i State Foundation on Culture and the Arts (HSFCA) Artists in the Schools (AITS) Program (2011-2012)
PURPOSE OF THE GRANT:	<ul style="list-style-type: none"> • To provide schools with direct-service residencies focused on the Fine Arts Standards by providing funds to contract teaching artists from the Artistic Teaching Partners Roster (on HSFCA website: http://hawaii.gov/sfca, under Arts Education and on Hawai'i Arts Alliance website: http://www.hawaiiartsalliance.org.) • Learning experiences must support Department of Education Hawai'i Content and Performance Standards III, Fine Arts Standards. • Residency with an Artistic Teaching Partner engages a core group of students for eight or more sessions for elementary schools OR five or more sessions for secondary schools (core group = same group of students for all lessons). Each session is a minimum of 30 minutes for lower elementary, and 45 minutes for upper elementary and above. Applications proposing fewer than the recommended sessions will be considered on a case-by-case basis. • Teachers are expected to work with the Artistic Teaching Partner to build capacity at the school. Professional development for teachers, led by the teaching artist, is expected as part of the residency.
APPLICATION CONTENTS:	<p>Please complete and submit a hard copy of the application. Use templates provided:</p> <ul style="list-style-type: none"> • cover sheet with principal's signature, • narrative (5 pg. limit; if narrative more than 5 pages, application will not be considered), • budget (use spreadsheet provided), and • artist statement of support <p>Application forms are available on HSFCA website: http://hawaii.gov/sfca Incomplete applications will not be considered.</p>
APPLICATION DUE DATE:	<p>Monday, May 2, 2011 (postmarked date) to: Vivien Lee, Arts Program Specialist Hawai'i State Foundation on Culture and the Arts 250 South Hotel St., 2nd floor Honolulu, Hawai'i 96813</p> <p>Please do not fax or email application.</p>
GRANT PERIOD:	September 6, 2011 – May 24, 2012



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MAXIMUM AWARD:	Award amount is based on the school's request as outlined in the proposal. \$6,000 is the maximum AITS grant a school may receive. Schools must contribute 10% of the grant amount, in cash (not in-kind), towards residency expenses.
ELIGIBILITY:	All Hawai'i public schools, including public charter schools, are eligible to apply.
CRITERIA: <i>(applications not meeting these criteria will not be considered)</i>	<ul style="list-style-type: none"> • One application form per school only. Multiple artists and art forms is OK, as long as total grant request is not more than \$6000. • Proposed teaching artist(s) must be from current Artistic Teaching Partners Roster. • Signed statements of support (using template provided) from all artists involved in the residency must be submitted with the application. • 2011-2012 application form must be used. Applications using forms from previous years will not be considered. • Proposed residency must be for the school day. No after school or summer school programs are eligible. • Anything missing means the application is incomplete. Incomplete applications will not be considered (see Application Contents on previous page).
OTHER INFORMATION:	<ul style="list-style-type: none"> • In addition to the sessions for students, professional development for teachers, led by the artist, shall be included as part of the residency. • Performances or lecture demonstrations may be included as part of the residency and must be related to Fine Arts standards. • Generally, "non-consumable" supplies such as musical instruments, are not funded. However, if a strong case can be demonstrated for the ability and commitment of teachers to continue using the items beyond the residency, it is possible that such supplies may be funded. • An evaluation report of the project is due to the HSFCA by June 15, 2012. Schools failing to submit the Final Report jeopardize their receipt of future AITS grants. All funds must be used by May 24, 2012. • It is required that the school principal notify the state representative and state senator from the school's district, in writing, of the receipt of an AITS grant. The notification should thank the legislator for funding the AITS Program through appropriations to the HSFCA, and invite the legislator to observe some part of the AITS residency. A copy of the notification should be sent to the HSFCA address below. Schools failing to do so jeopardize their receipt of future AITS grants.
CONTACT:	Vivien Lee, Arts Program Specialist Hawai'i State Foundation on Culture and the Arts Phone: 586-0768 Email: vivien.lee@hawaii.gov

Download AITS forms at <http://hawaii.gov/sfca> or Email artsedsfca@yahoo.com to request forms.



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Sample



Hawai'i State Foundation on Culture & the Arts
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COVER SHEET



Instructions: Please use this form to type in the information (*Writeable WordDocument*). Please do not staple application.

School:

Artist Residency provided by Artistic Teaching Partner(s)—(Name of Individual or Organization from ATP Roster):

Project Title:

Summary of Project (50 words or less):

Fine Arts Discipline Focus of Residency: ☐ Dance ☐ Literary Arts ☐ Media Arts
☐ Music ☐ Puppetry ☐ Drama/Theater ☐ Storytelling ☐ Visual Arts

Estimated Total
of Students:

Projected Grade Levels:
(to be serviced by residency)

AITs Funds Requested (maximum \$6000):

School Grade Level (check all that apply):

☐ Elementary ☐ Middle/Intermediate ☐ High

School Type:

☐ Public ☐ Charter

School Address:

City:

State:

HI

Zip Code:

School District:

Island:

School Phone:

School Fax:

Contact Person for Project:

Contact Phone Number(s):

Contact Email:

Principal's Name:

Principal's Email:

Read and Sign: I hereby certify that my school will contribute 10% of the AITS grant amount received, in cash (not in-kind), towards residency expenses. I will thank the representative and senator from the school's district in writing (cc: HSFCa) and invite them to observe some part of the residency. I will submit the AITS Final Report and Evaluation prior to 6/15/12.

Principal's Signature: _____ Date: _____



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NARRATIVE



School:

Project Title:

Please type your answers in the writeable Word boxes and/or designated spaces for each question. The boxes will expand but do not exceed 5 pages total. Font size should be no smaller than Arial 10. Applications with Narratives that exceed 5 pages will not be considered.

1. Briefly describe your school. Please include:

- location, community profile
- school population profile
- fine arts programs in place at your school

Students receiving free or reduced cost lunch - ____ %
Students receiving special education services - ____ %
Students with limited English proficiency - ____ %

2. Residency Description. Please note: A residency must be a minimum of 8 sessions (if elementary) or 5 sessions (if secondary) with the same core group of students. Each session is a minimum of 30 minutes for lower elem, and 45 minutes for upper elem. and above. If performances are included, they must be supportive of the residency.

A. Topic, Rationale, Who. Please include:

- topic of residency (what students will learn)
- rationale (why it is important that students learn this)
- name of the artist(s);
- identify the core group of students

B. Description of Art Activities and Expected Results. Please address:

- description of arts activities—how will the three artistic processes be included?
 - creating (students generating artwork)
 - performing/exhibiting (could range from informal sharing of student artwork with classmates, to a more formal presentation), and
 - responding (reflecting on own or others' artwork)
- expected results—as a result of participating in this residency, students will:
 - know (what knowledge, facts or information will students learn?)
 - be able to (what will students do with what they know?)
 - appreciate (at the end, what will students think/feel about the experience?)
- projected schedule (dates, # of sessions, length of sessions, etc.)

3. Describe **how** the Artists in the Schools residency will address the Fine Arts standards (HCPS III). How will you know the students have achieved the standards/benchmarks? Give an example of how one of the activities addresses a standard or benchmark. *Do not just list standards.*

4. One goal of AITS is to have the arts continue after the residency is over, to develop capacity at the school level. Describe what the artist will do for teacher professional development, i.e. what kind, for whom, how much, outcome? How many teachers or school personnel will be involved?

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**ARTISTIC TEACHING PARTNER STATEMENT OF
SUPPORT**



School Applying for Grant:

Project Title:

Name of Artistic Teaching Partner(s):

ATP email address:

ATP phone number:

I have been in contact with the above school regarding its application for an AITS grant. I am in support of this grant application, and if the school receives an AITS grant, I will work with the school to provide the residency described in the application.

ATP signature

Date

Additional Comments:



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BUDGET

This Excel spreadsheet will automatically calculate subtotals, total expenses and income, and the breakdown between AITS Funds Requested from SFCA and the School Funds. Schools are required to contribute 10% of AITS grants amount, in cash (not in-kind), towards the residency expenses. *The maximum amount schools may request from SFCA is \$6,000.*

Artist Fees: (Cost per Session x Number of Sessions x Number of Classes Participating = Total Expenses)	Cost per Session	# of Sessions	# of Classes Participating	Total Cost
Kindergarten				\$0
Gr. 1				\$0
Gr. 2				\$0
Gr. 3				\$0
Gr. 4				\$0
Gr. 5				\$0
Gr. 6				\$0
Gr. 7				\$0
Gr. 8				\$0
Gr. 9				\$0
Gr. 10				\$0
Gr. 11				\$0
Gr. 12				\$0
Subtotal of Artist Fees:				\$0
Other Expenses:				
Professional Development for Teachers				
Supplies				
Airfare				
Misc				
Subtotal of Other Expenses:				\$0
TOTAL RESIDENCY EXPENSES ≤ \$6,600:				\$0
If Total Residency Expenses exceed \$6,600, skip to bottom section titled "<i>Special Case Budgets</i>"				
AITS Funds Requested (\$6,000=max. amount):	enter this amount on cover sheet--> if Total Residency Expenses ≤ \$6,600			\$0
School Funds (10% of request=required min.):				\$0
TOTAL RESIDENCY INCOME:				\$0

***** SPECIAL CASE BUDGETS *****		
TOTAL RESIDENCY EXPENSES > \$6,600:		\$0
AITS Funds Requested (\$6,000=max. amount):	enter this amount on cover sheet--> if Total Residency Expenses > \$6,600	\$6,000
School Funds:		-\$6,000
TOTAL RESIDENCY INCOME:		\$0